

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.
 Region/Locality: Northern Neck / Middle Peninsula
 Period: 30 November - 27 December 02

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
1 PSAP / CPE Assessment	Region	85%	431.75	19.75	See attached comment sheet for all tasks.
2 LEC / WSP Contact & Coordination	Region	75%	189.04	38.25	
3 Phase 1 Request Letters	Region	40%	64.5	1	
4 Cost Recovery Submission	Region	50%	50	0	
5 Service Provider Data & NDA	Region	50%	40	15	
6 Trunk Sizing & Ordering	Region	60%	72	0	
7 PSAP Strategic Planning / Stakeholder Coordination	Region	40%	161.25	0.25	
8 Call Routing / Cell Sector Mapping	Region	25%	65.5	17.5	
9 Installation Oversight-Wireless Trunks / CPE	Region	25%	74	28	
10 Phase 1 Service Implementation	Region	20%	63	20	
11 Project Status Reports to PSAPs	Region	50%	142.2	10.2	
12 Project Status Reports to Wireless Board	Region	50%	103.75	0	
13 Phase 1 Call Processing Training	Region	20%	48	15	
14 Phase 1 Testing / Cutover	Region	30%	81	37	
15 True-Up Preparation Assistance	Region	50%	89.25	0	
			1675.24	201.95	
Completed Tasks					
			0	0	

Issues of Importance		
Issue	Actions Proposed to Resolve Issue	Comments

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Comments for Specific Activities

1 CPE / Equipment Upgrades

- Worked with Richmond County investigating upgrade options for Comdial CPE
- PSAPs remaining with CPE upgrade issues to be resolved: Richmond, King & Queen, Gloucester and Mathews.
- PSAPs remaining with Recorder upgrade issues: Essex, King & Queen
- Other PSAPs, CPE / Equipment ready for Phase I and II wireless.

2 LEC/WSP Liaison

- Continued regular conference calls with WSPs and LEC to review status and issues of Phase I Implementation
- Continued the process to coordinate Phase I testing between the PSAPs and the WSPs
- Worked with WSPs on issues information coming into the PSAP on ESNs

3 Phase I Request Letters

- Trunk status follow-up in advance of Phase 1 request submittal

4 Cost Recovery Submission

- No activity to report this period

5 Service Provider Data & NDA

- Follow-up phone calls with WSPs to acquire cell sector / coverage information

6 Trunk Sizing & Ordering

- Anticipate ordering trunks for Richmond County soon (pending resolution of CPE issue noted in Task 1.)
- Wireless trunks on order for Gloucester County and King William County to be installed in January 2003
- Installation pending on 7 of 11 PSAPs

7 PSAP Planning

- Worked with West Point on Verizon Phase I testing; Completed
- Working meetings with 5 PSAP on Verizon wireless testing
- Continued PSAP implementations per plans
- Centralink CPE at West Point; reviewed readiness for Phase I & II.
- Still working with West Point to get firm pricing on IMR call counting application from local Motorola shop.

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8 Call Routing / Cell Sector Mapping

- Continued work with PSAPs to confirm call-routing, cell site locations in Northumberland County and Lancaster County
- Relay confirmation to WSPs and their third-party contractors
- Began work with PSAP's to review mapping for Phase II
- Received maps from WSP on PSAP boundaries reviewed with PSAPs

9 Trunks / CPE Installation Oversight

- Continued follow-up for trunk order in Gloucester County; trunks anticipated to be installed on 3 Jan 03.
- Continued follow-up for trunk order in King William County; trunks anticipated to be installed Feb 03
- Continued follow-up with Richmond Co. re: ComDial CPE replacement

10 Coordinate Phase 1 Service Implementation

- Monitored Phase I testing for Verizon wireless in West Point
- Test scheduling follow-up for Verizon Wireless in Westmoreland, West Point; all WSPs in other counties.

11 Project Status Reports to PSAPs

- Continued review of PSAP status as part of plan updates in Task 7
- Working meetings with 8 PSAP to review information

12 Project Status Reports to Wireless Board

- Collected information and prepared monthly status report for Board

13 Coordinate Phase 1 Call Processing Training

- Standardized testing guidelines have been given to the WSPs and the PSAPs to ensure that presentation of information to PSAPs is consistent

13 Coordinate Phase 1 Testing / Cutover

- Worked with PSAPs to ensure that CPE / trunks are ready to receive Phase I information from the LEC
- Cutover for Westmoreland County, Northumberland County, West Point and Lancaster County with WSP

14 True-Up Preparation Assistance

- No activity to report for this period

15 Funding/True-Up Assistance

- No activity to report for this period